

**St. Joan of Arc Parish School
School Advisory Board
Meeting Minutes
March 15, 2011**

Members Present: Becky Schoenauer, Del Sarajian, Bill Burg, Brian Gilmore, Maggie Koltermann, Timm Goodmanson

Members Absent: Bill Sturm

Ex Officio Members Present: Holly Cerveny, Father Mike, Julie Kneiser

Guests: Barry Shuck, Todd Clausen

Meeting Start Time: 6:33pm

I. OPENING PRAYER: Becky Schoenauer led all in prayer.

II. REVIEW OF MINUTES: Minutes were reviewed and a motion to accept as written was made by Bill B. and 2nd by Brian Gilmore and approved by all.

III. OLD BUSINESS:

A. 2011 Carnival

1. Carnival was a success and enjoyed by all. Enough money was earned to cover expenses as well as the 50% tuition prize.
2. Experience from this carnival added to more time for planning in the future allow future events the potential to be good money makers for SJOA.
3. Ali Schweitzer volunteered to chair another carnival next year. Barry suggested that events like this should fall under "marketing" as it brings in potential families and gave us good exposure.
4. Home & School has received an itemized list of expenses and donations to keep on file for future planning.
5. Middle-school volunteers asked that future schedules be organized so that they may have more time to enjoy the games as well.

B. 2011 Dinner Auction: Julie Kneiser and Kathy Keleher are looking for committee chairperson(s) for the event coming up in November.

IV. PRINCIPAL'S REPORT:

A. Enrollment is currently 97. 8 of our existing students have not yet registered for the upcoming year. 4 families are coming in tomorrow for tours for a

- possible 8 additional students. Holly is expecting one more registration for another student bringing a potential registration for 2011-12 to 110.
- B. Jack and the Giant Beanstalk is coming up on Friday, March 18th. Potential families have been invited.
 - C. 2011 Modern Woodman Competition this week at SJOA. 8 Finalists will go to district competition at St. Charles on April 6th. Top 3 will go to state championships at St. Paul in Genesee, date to be advised.
 - D. Cats Pajamas Concert sold 242 tickets. After paying for the rental of the sound system, our portion of the profit was \$450.

V. PASTOR'S REPORT:

- A. Budget: Pledge commitments have not been met yet but are part of the budget. Our goal is to keep everyone aware of this concern. We need to increase the base amounts of overall parish contributions and not rely too heavily just on several parishioners.
- B. Father requested an update on the sound system bids. Todd advises that we have received all three bids and all are more than expected. Athletics will be reviewing the bids on Monday. Father suggests that Athletics let Grounds & Maintenance review, as well as Leisha Smith, as they may have suggestions or ideas on donated or discounted labor and materials.
- C. Steve Manne has volunteered to start the Athletic Committee at St. Catherine's. Father will guide the committee through the registration process with the diocese. This will allow St. Catherine's to participate in SJOA Athletics (or any other parish athletic programs in the diocese).

VI. HOME & SCHOOL UPDATE:

- A. Carnival (see Old Business above).
- B. Julie has discussed the end of year picnic with school families and found that most felt that it is better to hold the picnic on the last day of school. Father had mentioned at the last SAB meeting that perhaps staff members would like to attend but would like to have completion of school activities at the end of the day on the last day of school. The families Julie spoke with felt that while staff members are welcome to attend, they should not be "expected" to attend.
- C. Teacher Appreciation Week is the 1st week of May. Class moms will be in charge of daily gifts/activities while Home & School will plan one event for the week.
- D. First Communion is coming up on May 14th-15th. The 1st grade class will host the reception for the second graders.
- E. Scholastic Book Fair is scheduled for April 11-15th.
- F. Science Fair is scheduled for April 14th.
- G. Online Spirit Wear Sale at Burghart's is open through March 28th. Items can be personalized.
- H. Cat's Pajama was a great success. Possibility for next year to have a reception during intermission.
- I. No Home & School meeting scheduled for April.

VII. BUDGET REPORT:

- A. Timm advises that the budget for 2011-12 is not finalized. Preliminary numbers have been submitted but cannot be finalized until further notice from Parish Council or until we hit "111". Deadline for approval of our budget is Mid-April when faculty contracts are submitted. Two years ago, contracts were re-written in July due to budget changes. Tuition for 2011-12 has been approved and will not change.

VIII. MARKETING:

A. Lake Country Festival (Trade Show) at Arrowhead is coming up on March 19th. We need to cover 5 shifts to host our booth and give away freebies and information on our school. Barry is working on a slide show for the event. The fee was \$100.

B. "Still Enrolling" signs will be posted at local libraries, etc. No other major events planned for the remainder of the year.

C. Summer Marketing Project: Document items in "Marketing Binder" for use in future years.

D. Ongoing conversations between Marketing and Home & School discussing the boundaries between committee events.

E. Joe Kwiatkowski would like to plan a fish fry for next year during lent as well as a fall harvest-themed event.

F. Barry and Holly plan to add all events to the calendar for better pre-planning.

IX. ATHLETIC REPORT:

- A. Basketball completed; YMCA basketball games brought very good traffic to the school. We would like to see them continue.
- B. Track starts on March 31st. Practices will be Monday and Thursday at Arrowhead track. Brian Borkowski working on securing St. John's track for practice one day per week.
- C. Frostbite Run/Walk brought 200 participants; no report yet on proceeds.
- D. Athletics committee is working on fortifying the mission statement for next year to better inform parents and students on what they can expect from the sports programs.
- E. Bitty Basketball is scheduled to begin next week but not yet approved by Father.

X. PARISH COUNCIL REPORT: No Report

XI. NEW BUSINESS:

- A. School Uniforms: Discussion on uniform policy as it has been mentioned that some children are wearing the wrong colors, missing belts, wearing the wrong pant styles. Do we need to update the policy and streamline uniform choices? Do we need to leave as is and label as “dress code”. Holly will survey school families and come up with several options.
- B. Gym Uniforms: Discussion to upgrade styles and colors to better suit the needs of our growing children. Possibility to change fabric for more durability as well as better colors to match our school theme and resist fading. Holly will survey school families and come up with several options.
- C. Extracurricular Activity Application: Holly would like to update the form to remove “approval by school committee” as it puts delays on the events while waiting for the next monthly committee meeting. SAB did not object.
- D. SAB Discernment for the upcoming year will be announced in the next Wednesday letter letting families know that a discernment process will begin next for open SAB positions. Bill Burg and Del Sarajian’s positions are completed at the end of this school year.
- E. Holly asked for input on our new electronic Wednesday letters. Thumbs-up from all. The suggestion was made that forms should also go electronic, possibly using a “fillable” PDF.

XII. ADJOURNMENT: Motion to adjourn at 8:04p.m. by Bill B., 2nd by Maggie and approved by all.

NEXT MEETING: April 19, 2011

Respectfully Submitted,
Delmita Sarajian

Reminder: If you are unable to attend a School Advisory Board meeting, there is a folder with your name on it in the school office for you to pick up meeting materials.